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CORNELL UNIVERSITY

STATUTES AND BY-LAWS

April 21st, 1917

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CONTENTS

STATUTES

I. University, 1.
II. Trustees, 1.
III. President, 4.
IV. Comptroller, 5.
V. Attorney, 7.
VI. Treasurer, 7.
VII. Superintendent, 8.
VIII. Faculties, 8.
IX. Deans, 11.
X. Other Officers, 12.
XI. Special Provisions Pertaining to Certain Colleges, 12.
XII. University Library, 14.
XIII. Adviser of Women, 15.
XIV. Summer Session, 15.
XV. Instructing Staff, Appointment, and Tenure of Office, 16.
XVI. Leave of Absence, 17.
XVII. William H. Sage Pension Fund, 18.
XVIII. Tuition and other Fees, 20.
XIX. Fellowships and Graduate Scholarships, 21.
XX. Undergraduate Scholarships, 22.
XXI. Miscellaneous Provisions, 23.

RULES AND REGULATIONS.

I. The Faculty, 24.
II. Medical College in New York City, 25.
III. The Library, 27.
IV. Tuition and other Fees, 28.
V. Fellowships and Graduate Scholarships, 30.
VI. Undergraduate Scholarships, 31.
VII. Miscellaneous Provisions, 32.

CORNELL UNIVERSITY STATUTES.

Adopted April 21, 1917.

ARTICLE I. THE UNIVERSITY.

1. *The University.* Cornell University comprises the following departments and colleges, to wit: The Graduate School, the College of Arts and Sciences, the College of Law, the College of Civil Engineering, the Sibley College of Mechanical Engineering and Mechanic Arts, the College of Architecture, the Medical College, the New York State Veterinary College, and the New York State College of Agriculture.

2. The University will confer upon candidates who have satisfied the prescribed regulations and conditions degrees as follows:

In the Graduate School such advanced and special degrees as the candidates may be entitled to receive on satisfactory compliance with the requirements prescribed for the various courses of study in said school;

In the College of Arts and Sciences the degree of Bachelor of Arts (A.B.) or of Bachelor of Chemistry (B. Chem.);

In the Agricultural College the degree of Bachelor of Science (B.S.);

In the Veterinary College the degree of Doctor of Veterinary Medicine (D.V.M.);

In the Sibley College the degree of Mechanical Engineer (M.E.);

In the College of Civil Engineering the degree of Civil Engineer (C.E.);

In the College of Law the degree of Bachelor of Laws (LL.B.);

In the College of Architecture the degree of Bachelor of Architecture (B. Arch.);

In the Medical College the degree of Doctor of Medicine (M.D.).

ARTICLE II. THE BOARD OF TRUSTEES.

1. Subject to the charter of the University and the Laws of the State, the Board of Trustees has supreme control over the University, every college and department thereof, its property, conduct, and the persons engaged in its service.

2. Fifteen concurring votes shall be necessary to elect a trustee; for the transaction of all other business, except as otherwise expressly provided, twelve members shall constitute a quorum.

3. There shall be three regular meetings of the Board in each year; one on the day next preceding commencement day, two at times to

be fixed by the Committee on General Administration, one of which shall be in the autumn. Notice of the time and place of all such meetings shall be given by the Secretary at least fifteen days in advance of the date fixed upon. Special meetings of the Board may be called by the Chairman, by the Committee on General Administration, or by the Secretary, on the written request of five Trustees, on ten days notice by mail.

4. The officers of the Board shall be a chairman and a secretary. The chairman shall be elected for the term for which he was chosen as a trustee. He shall exercise the ordinary functions of a presiding officer. The secretary shall hold office during the pleasure of the Board. He shall keep a record of the proceedings of the Board and have the same printed and sent to each member of the Board, and shall furnish annually to each of the Trustees a duplicate bound set of minutes, reports, and printed communications. He shall also be the secretary of each of the standing committees of the Board.

5. The executive officers of the University shall be the President, the Comptroller, the Attorney, the Treasurer, and the Superintendent of Buildings and Grounds, and such assistants and deputies as may be deemed necessary. One person may hold more than one office. The said officers shall be selected by the Board of Trustees or in such other manner as it may provide.

6. The standing committees of the Board of Trustees shall be as follows, to wit: (A) Committee on General Administration, (B) Committee on Finance, (C) Committee on Buildings and Grounds.

(*A*) *Committee on General Administration.*

The Committee on General Administration shall consist of the President of the University, ex-officio, the Chairman of the Committee on Finance, ex-officio, the Chairman of the Committee on Buildings and Grounds, ex-officio, Andrew D. White, Charles E. Cornell, and seven members to be elected by the Board, whose respective terms as members of said Committee, shall continue until the expiration of their then respective terms as trustees. This Committee may, between meetings of the Board, exercise all the powers of the Board of Trustees not inconsistent with the acts and resolutions of the Board itself and in so far as they do not affect the fixed duties of the other standing committees of the Board; and it shall report to the full Board of Trustees. This Committee shall meet at fixed times at least once a month during the University year. Special meetings of the Committee may be called by the Chairman, or by the Secretary, on the written request of two members of the Committee, on not less than three days' notice by mail. Five members shall constitute a quorum. The officers of the Committee on General

Administration shall be a chairman and a secretary. The chairman shall be elected for the term for which he was chosen as trustee. It shall be the duty of the chairman to exercise the ordinary functions of a presiding officer. It shall be the duty of the secretary to keep a record of the proceedings of the Committee and to have the record printed and a copy thereof sent to each member of the Board of Trustees.

(*B*) *Committee on Finance.*

The Committee on Finance shall consist of the President of the University, ex-officio, and five members to be elected by the Board, whose respective terms as members of said Committee shall continue until the expiration of their then respective terms as trustees. The Committee on Finance shall have full power and authority to administer all of the funds of the University, to invest and reinvest the same, to sell and assign securities in its discretion, and it shall keep a record of its proceedings and from time to time report the same, together with all changes in investments, to the Board of Trustees. On or before January 1st in each year the President of the University shall call upon the heads of colleges, excepting the State Colleges and the Medical College in New York City, and of all departments in the College of Arts and Sciences and of other administrative units of the University and upon the Comptroller for an itemized estimate of the amount of money deemed necessary for the proper maintenance and development of such college or department for the ensuing year, such estimate to be submitted to him by a date specified. Said estimates shall, as promptly as possible, be transmitted by the President of the University, with his recommendations, to the Committee on Finance. The Committee on Finance, with the Chairman of the Committee on General Administration and the Chairman of the Committee on Buildings and Grounds added for this purpose, shall prepare for said ensuing year a tentative budget showing with reasonable detail the expenditures which in their judgment should be authorized and the income which it is expected will be realized, and said tentative budget shall on or before May 1st be submitted to the Board of Trustees for final action.

There shall be appropriated from the income of the University a sum to be fixed annually by the Committee on Finance for insurance against such losses as may occur through bad investments, fire, or otherwise. The sum so set apart shall be invested like other permanent funds of the University and shall be a source of reliance or guaranty fund, to replace any extraordinary losses in the future.

(*C*) *Committee on Buildings and Grounds.*

The Committee on Buildings and Grounds shall consist of the President of the University, ex-officio, and of six members to be elected by the Board, whose respective terms as members of said Committee shall continue until the expiration of their then respective terms as trustees. This Committee shall make recommendations for the location of new buildings and shall have general charge and oversight of the buildings and grounds of the University, and of such new construction, improvements, alterations, and repairs as may be provided for by the budget or authorized by special action of the Board of Trustees, or, when so requested by the Committee on Buildings and Grounds, by the Committee on General Administration acting within the powers conferred on it. It shall keep a record of its proceedings and from time to time send a printed copy thereof to each member of the Board of Trustees.

7. *The Expenses of Trustees.* The expenses incurred by Trustees in attending meetings of the Board and meetings of Committees of the Board, and in the business of the University, shall be paid by the Treasurer.

8. There shall be no appropriation, use, or expenditure of the principal of University funds except to meet an extraordinary emergency, and in the latter case only upon vote of a majority of all the members of the Board of Trustees.

9. An annual audit of the accounts of the University shall be made by a certified public accountant to be designated by the Board of Trustees, and the report of said accountant shall be submitted to the Trustees at the next following meeting of the Board.

Article III. The President.

1. The President is the chief executive officer of the University. He is ex-officio a member of the Board of Trustees and of the Standing Committees thereof, and he is a member and also the presiding officer of every Council and every Faculty, and he is the head of each of the educational divisions of the University.

2. In the absence of special provision, the President is the medium of communication between the Trustees and the officers of instruction and the respective Faculties of the University.

3. Before action substantially affecting any college or department, the President shall consult with the Dean or the professors concerned in respect to the necessities of such college or department and the best modes of supplying the same. It shall be his duty to determine, with

the approval of the Committee on General Administration, the appropriate duties and labors of all officers of instruction; to nominate to the Board of Trustees, or, in the case of appointments not reserved to the Board of Trustees, to the Committee on General Administration, all officers of instruction; to see that all officers of instruction are doing the proper amount and satisfactory quality of work; to provide that lecture and recitation rooms are as much and as economically used as successful work will permit; to aid, as far as he may, in keeping the expenses of the University within its income; and subject to other regulations made or to be made, to have a general supervision of the apparatus, the library, and other property; and in all ways by his reports and conduct, to seek to protect the property and promote the welfare of the University.

4. The President shall prepare an annual report on the conditions and needs of the University, shall cause the same to be printed, and shall send a copy to each member of the Board at least one week prior to its meeting in the autumn of each year.

5. The President shall have supervision of the official publications of the University.

6. The President is authorized to join in the execution of all deeds and instruments, whenever necessary to the proper conduct of the business of the University, and to affix the corporate seal of the University to degrees conferred by it.

7. The traveling expenses of the President incurred at the request of the Trustees, or for the business and welfare of the University, shall be paid by the Treasurer.

Article IV. The Comptroller.

1. Subject to the authority of the Board of Trustees, the Comptroller shall have charge of the business administration of the University and shall have custody and control of all of its funds and securities and shall have general charge of the physical property of the University at Ithaca. He shall be directly responsible to the Committee on General Administration, the Committee on Finance, the Committee on Buildings and Grounds, and the President of the University in respect to such matters as are entrusted to the jurisdiction of said Committees respectively and of the President. The Comptroller shall nominate to the Board of Trustees persons for the office of Treasurer and Superinendent of Buildings and Grounds and to the Committee on General Administration persons for appointment to the subordinate and minor positions in the business administration of the University. All subordinate officers and employees in the business administration of the University shall be responsible to him.

2. He shall attend the meetings of the Board of Trustees and of the standing committees, and he shall make an annual report to the

Board of Trustees at the autumn meeting of the Board and shall send a copy thereof to each trustee at least one week prior to such meeting and shall at other times make such other reports as may be called for by the Board of Trustees or by any of its standing committees.

3. The Comptroller shall be the custodian of the corporate seal of the University and he is authorized and it shall be his duty to execute in the name of Cornell University, when the same have been approved as to form by the University Attorney, all deeds, contracts, and other instruments in writing requisite or necessary to be executed and to attach thereto the said corporate seal of the University; and if, for any reason, such instrument must be signed by the President or the Chairman or Secretary of the Board of Trustees, such officers or any of them may execute the same in like manner.

4. The Comptroller shall give a bond satisfactory to the Committee on Finance at the expense of the University for the faithful performance of his duties as such Comptroller.

5. The Comptroller or an assistant to be designated by him shall make all purchases for the various departments of the University upon request of the Professor or officer in charge and to the amount of the appropriation made to their respective departments. He may, in his discretion, allow heads of departments to issue orders in the name of the Comptroller for local purchases not exceeding $20 in value. Except as herein otherwise expressly provided, no purchase shall be made or indebtedness created in the name of the University except upon the order of the Comptroller or his authorized assistant and he shall not incur any indebtedness in excess of the amount duly appropriated or authorized.

6. The Comptroller is authorized and empowered to discharge any and all mortgages belonging to Cornell University whenever the same are paid and to attach to such discharge the corporate seal of the University. The Comptroller is authorized and empowered upon receipt of the amount due upon any mortgage or other security held by the University, to assign the same without recourse to the University and to attach to said instrument the corporate seal of the University.

7. The Comptroller is authorized to sign checks against all funds deposited in the name of Cornell University. He is authorized to receipt in the name of Cornell University for all funds received from the United States or the State of New York for the Agricultural Experiment Station, the New York State Veterinary College, the New York State College of Agriculture, or for the University or any department thereof.

8. The Comptroller shall designate one of his assistants to discharge the duties of an auditor who, under his direction, shall audit the ac-

counts of the University, including all receipts and disbursements, shall certify to the correctness of all bills and audit same for payment against specific appropriations, and shall perform such other duties as may from time to time be assigned him by the Comptroller. This provision, however, shall not apply to the bills of the New York State College of Agriculture, the New York State Veterinary College, and the Medical College in New York City, the bills of which are audited by the Dean of the College concerned.

9. All investments of University funds shall be regarded as made for the University as a whole and not for any specific fund; and the annual income arising from such investments shall be distributed pro rata among the several specific funds held by and being the absolute property of the University. But such funds as by their holding are or may be subject to specific conditions requiring the principal and interest to be kept separate from other funds shall not be subject to this provision.

Article V. The Attorney.

The Attorney of the University shall have supervision over all litigation to which the University may be a party, and when requested shall approve the form and method of execution of all conveyances and other instruments to be executed by or in behalf of the University; shall give his opinion in respect of such legal questions as may be submitted to him by or in behalf of the University, and discharge any other duties which may be assigned to him by the Board of Trustees or the Committee on General Administration.

Article VI. The Treasurer.

1. The Treasurer, under the direction of the Comptroller, shall have immediate powers and duties as follows: He shall collect all student accounts and such other items as may be placed in his hands by the Comptroller. He shall have charge of all books of accounts, including the general and student accounts, the residential hall accounts, and the accounts of the Agricultural, Veterinary, and Medical Colleges. He shall make all payments upon vouchers duly audited. Salaries of all officers of instruction, including foremen and assistants in the Sibley Shops, shall be paid in nine equal monthly installments beginning October 15th and ending June 15th and the salaries of the Comptroller and other salaried employees shall be paid monthly on the fifth of each month.

2. The Treasurer is authorized to pay upon properly audited bills the expenses of persons invited to Ithaca with a view to engagement in the University corps of instruction.

3. The Treasurer is authorized and empowered to discharge any and all mortgages belonging to Cornell University whenever the same are

paid and to attach thereto the corporate seal of the University. The Treasurer is authorized and empowered upon payment of any mortgage or other security held by the University to assign the same without recourse to the University and to attach thereto the corporate seal of the University.

4. The Treasurer is authorized to sign checks upon the University accounts in the First National Bank of Ithaca, N. Y., and the Fifth Avenue Branch of the Guaranty Trust Company of New York City for the payment of University bills in the regular course of business and to endorse checks payable to the order of Cornell University for deposit in the University's accounts; and such assistants to the Treasurer as may be designated by the Comptroller are authorized to sign checks not exceeding $1,000 in amount, upon the current account of the University (not reserve accounts) in the First National Bank of Ithaca, N. Y., and the Fifth Avenue Branch of the Guaranty Trust Company, New York City, for the payment of University bills in the regular course of business.

5. The Treasurer is authorized to receipt in the name of the University for all funds received from the United States or the State of New York for the Agricultural Experiment Station, the New York State Veterinary College, the New York State College of Agriculture, or for the University or any department thereof.

6. The Treasurer and such assistants as the Comptroller may designate shall furnish at the expense of the University bonds satisfactory to the Committee on Finance.

7. The Treasurer shall perform such other duties as may from time to time be assigned to him by the Comptroller.

Article VII. Superintendent of Buildings and Grounds.

1. The Superintendent of Buildings and Grounds shall, subject to the Comptroller, have immediate charge of all the physical property of the University at Ithaca (exclusive of educational equipment and apparatus) such as buildings, power, heat, light and water supply, apparatus, real estate, repairs and improvements on existing buildings, fire protection, and the care and upkeep of the buildings and grounds.

2. When directed by the Comptroller this officer shall prepare preliminary plans for new construction and he shall perform such other duties as may from time to time be assigned to him by the Comptroller.

Article VIII. The Faculties.

1. There shall be included and coordinated in the different colleges such departments and courses of study as are required by the charter

or otherwise duly authorized and as appropriately lead to the various degrees offered to candidates for graduation in said colleges respectively.

2. Subject to the foregoing general requirement and to the power and control of the Board of Trustees and except as herein otherwise provided, instruction in the different colleges, departments, and courses of study, the requirements for entrance thereto and graduation therefrom, the regulation of student conduct and such other duties as may be conferred upon them shall be administered, prescribed, exercised, and discharged by the following faculties of the University:

A General Faculty, designated the University Faculty, and Special Faculties as follows:

A. The Faculty of Arts and Sciences.
B. The Faculty of Law.
C. The Faculty of Civil Engineering.
D. The Faculty of Mechanical Engineering.
E. The Faculty of Architecture.
F. The Faculty of Agriculture.
G. The Faculty of Veterinary Medicine.
H. The Faculty of Medicine at New York.
I. The Faculty of Medicine at Ithaca.
J. The Faculty of the Graduate School.

3. These faculties shall be constituted, and the powers herein conferred shall be distributed among them as follows:

(A) *The University Faculty.*—The University Faculty shall consist of the President of the University, who shall be ex-officio the presiding officer, and the Professors and Assistant Professors who are members of the above named special faculties, the Librarian and the Assistant Librarians in the University Library, the Registrar, the Secretary of the University, and the Adviser of Women. It shall be the function of the University Faculty to consider questions which concern more than one college and questions of University policy; and it shall have disciplinary jurisdiction over students of the University except for unsatisfactory work, for which discipline is entrusted to the respective special faculties.

(B) *The Special Faculties.* Each special faculty, except that of the Graduate School, shall be composed of the President, who shall be ex-officio the presiding officer, and all Professors, Assistant Professors, and Instructors, who give instruction to regular students in the department or departments under the charge of that Faculty, or to graduate students in the corresponding division of the graduate school, but Instructors holding annual appointments shall not have the right to vote. The Secretary of the Ithaca Division of the Medical

College, who shall be the executive officer thereof, shall be a member ex-officio of the Faculty of Medicine in New York and the Dean of the Medical College in New York City shall be a member ex-officio of the Faculty of Medicine in Ithaca. Subject to the right of revision by the University Faculty on all matters affecting general University policy, it shall be the duty of each special faculty to determine the entrance requirements for its own students; to prescribe and define courses of study for them; to determine the requirements for such degrees as are offered to students under its jurisdiction; to enact and enforce rules for the guidance and government of its students in their university work; to recommend to the Trustees such candidates for degrees as may have fulfilled the requirements; and in general to exercise jurisdiction over all other educational matters in its college.

(C) *The Faculty of the Graduate School* shall consist of the President, who shall be ex-officio the presiding officer, and of those Professors, Assistant Professors, and Instructors who are engaged in actively supervising the work of graduate students as members of the special committees in charge of major and minor subjects. This Faculty shall have exclusive jurisdiction over all graduate work and advanced degrees.

4. Each Faculty is authorized to appoint without compensation, except as otherwise provided, a Secretary and committees with specified powers, whenever it deems it necessary so to do in order more effectively to discharge the duties entrusted to it.

5. The Faculty of each College located at Ithaca, except the State Colleges, are invited from time to time to select two of its members who, with the Dean of such Faculty, shall constitute a committee to meet as often as desired with the Committee on General Administration, the Committee on Finance or the Committee on Buildings and Grounds (according to the nature of the matter), for the consideration of questions affecting the welfare of such College. The members of such committee other than the Dean shall be selected by ballot and for definite terms or as each occasion for conference arises and under such conditions as may be provided by the Faculty selecting them.

6. The University Faculty is authorized and invited for and during the period of three years commencing June 1, 1916 to select delegates who shall represent it in the Board of Trustees. Said representatives shall not at any time exceed three in number. They and their successors shall be selected by ballot and for such terms respectively, not extending beyond the period above mentioned, as shall be fixed by the Faculty. They shall have the right to meet with the Board of Trustees and the Committee on General Administration and shall possess the usual powers of Trustees except the right to vote.

7. A professor emeritus, or a professor on leave of absence, who has been elected by the University Faculty as one of its representatives on the Board of Trustees shall be deemed, during the time he is such a representative, a member of the University Faculty without vote, although relieved of all departmental duties.

Article IX. The Deans.

1. There shall be a Dean of the University Faculty and of each college, who shall be appointed by the Board of Trustees on the nomination of the President of the University, there being submitted with such nomination the opinion thereupon of the University Faculty or of the Faculty of the College of which the Dean is to be appointed, the opinion to be ascertained in such manner as by such Faculty may be determined.

2. In the absence of the President it shall be the duty of the Dean of the University Faculty and of each college to preside at meetings of said Faculty or of the Faculty of the college of which he is Dean and to act as the executive officer thereof.

3. The Deans of the various colleges (except of the College of Arts and Sciences and of the Graduate School), subject to the authority of the Board of Trustees and of the President and subject to these Statutes, shall have and shall exercise administrative oversight and control of their respective colleges; shall recommend to the President of the University persons for appointment in their respective colleges as professors, assistant professors, and instructors, and to the Comptroller persons for appointment as clerks, foremen, and employees, and shall be responsible for their efficiency; shall, subject to the general powers and authority of the Superintendent of Buildings and Grounds, be custodians of the buildings and personal property occupied and used by their respective colleges and be responsible for the proper use and preservation thereof; shall oversee, control, and direct the labor of employees in their respective colleges; and, subject to the authority of the Faculty, shall oversee and direct the instruction of students therein, and discharge such other duties as may be imposed upon them by these statutes or by the Board of Trustees or by the Faculties of the several colleges of which they are respectively Deans; and generally within the means placed at his disposal each Dean shall do all in his power to promote the prosperity of his college and of the University; and annually, or more frequently if necessary or required, he shall make report to the President on the condition and needs of the College whereof he is Dean with such recommendation as he may deem proper.

4. It shall be the duty of the Dean of the College of Arts and Sciences and of the Dean of the Graduate School to act as executive officer of said college and school respectively.

Article X. Other Officers.

1. There shall be a Registrar of the University, appointed by the Board of Trustees on the nomination of the President, who shall have charge of the academic records of the University, of the registration of students and of entrance credentials, together with such other duties as may from time to time be assigned to him by the Board of Trustees or the President. At the beginning of each term all students are required to obtain a certificate of registration from the Registrar of the University and no student will be permitted to attend any University exercise until he has obtained such a certificate. In cases where time is necessary in order to secure proper credentials of admission provisional registration for a limited period may be issued by the registrar on the request of the proper college authority. (This rule does not apply to persons enrolled in the short winter courses in agriculture).

2. There shall be a Secretary of the University, appointed by the Board of Trustees on the nomination of the President, who shall have general charge of the Alumni service of the University, of the miscellaneous correspondence of the University, of the University publications and printing, and of the University Bureau of Information, together with such other duties as may from time to time be assigned him by the Board of Trustees or the President. He shall be the University Publisher.

Article XI. Special Provisions Pertaining to Certain Colleges.

Medical College at New York City.

1. For the purpose of making recommendations to the Board of Trustees, in relation to the business management of the Medical College, including the Dispensary and the Loomis Laboratory, there is established a Medical College Council, which shall consist of seven members, to wit: The President of the University, who shall be ex-officio chairman, and three trustees to be elected by the Board of Trustees, one of whom shall be elected each year for the term of three years, the Dean of the College, and two members of the Faculty, to be elected by the Faculty, one each year for the term of two years. All elections to fill vacancies shall be for the unexpired term.

2. The Dean of the Medical College, in addition to the general duties imposed upon Deans, shall administer the business affairs of the college, and shall be responsible under these Statutes and such regulations as may be prescribed by the Board of Trustees for the management of the college.

3. All applicants for admission to the Medical College shall upon the day fixed at the beginning of the year matriculate with the Secretary of the Faculty.

4. The Loomis Laboratory shall for administrative purposes be regarded as a department of the Medical College, but the name thereof shall be retained and it shall be devoted to the uses and purposes specified in its charter.

The State Veterinary College.

1. The Administration of the affairs of the New York State Veterinary College shall be under the control of the Veterinary College Council consisting of the President of the University, who shall be ex-officio chairman, the five trustees appointed by the Governor, the President of the State Agricultural Society, the Commissioner of Agriculture, the trustee elected by the State Grange, two trustees to be appointed by the Board of Trustees, one of whom shall be one of the trustees elected by the alumni, the Dean of the college, and one professor, a head of a department, to be elected by the Faculty of the college for a term of two years beginning July 1st. The Comptroller of the University shall be expected to be present at the meetings of the Council and take part in its deliberations and the Secretary of the Board of Trustees shall act as Secretary of the Council.

2. This Council, in an advisory way and subject to the approval of the Board of Trustees, shall have general supervision of the work of the Veterinary College, the expenditure of its funds, and all other matters pertaining to said college. Said Council shall hold four regular meetings each year and as many special meetings as may be deemed necessary. When practicable one of its regular meetings shall be held at the same place as, and as short a time as convenient before, each of the regular meetings of the Board of Trustees. It shall prepare each year a budget or detailed statement of the moneys to be expended in carrying on the work of said college during the then ensuing year; which budget, however, shall not become effective unless and until approved by the Board of Trustees; and no liability or expense shall be incurred in excess of the amount duly appropriated or authorized. Said Council shall have the management of such lands as may be designated by the Board of Trustees for the use of the College.

3. In making appointments in the State Veterinary College the University assumes no responsibility for salaries in excess of the appropriations received from time to time from the State of New York for the maintenance of said College, and in notifying appointees the Secretary of the Board of Trustees shall call their attention to this section.

4. The Dean is authorized to make purchases for the College and its departments to the amount appropriated by the Board of Trustees and to the amount of receipts from circulating funds, but no purchase shall be made or indebtedness created in the name of the College in excess of the amount duly appropriated and authorized.

The State College of Agriculture.

1. The administration of affairs of the New York State College of Agriculture shall be under the control of the Agricultural College Council consisting of the President of the University, who shall be ex-officio chairman, the five trustees appointed by the Governor, the President of the State Agricultural Society, the Commissioner of Agriculture, the trustee elected by the State Grange, two trustees to be appointed by the Board of Trustees, one of whom shall be one of the trustees elected by the alumni, the Dean of the College, and two professors, heads of departments, to be elected by the Faculty, one each year for a term of two years beginning July 1st, except that at the first election said professors shall be elected for terms respectively of one and two years from and after July 1st, 1916. The Comptroller of the University shall be expected to be present at the meetings of the Council and take part in its deliberations and the Secretary of the Board of Trustees shall act as Secretary of the Council.

2. This Council, in an advisory way and subject to the approval of the Board of Trustees, shall have general supervision of the work of the College of Agriculture, the expenditure of its funds, and all other matters pertaining to said college. Said Council shall hold four regular meetings each year and as many special meetings as may be deemed necessary. When practicable one of its regular meetings shall be held at the same place as, and as short a time as convenient before, each of the regular meetings of the Board of Trustees. It shall prepare each year a budget or detailed statement of the moneys to be expended in carrying on the work of said college during the then ensuing year; which budget, however, shall not become effective unless and until approved by the Board of Trustees; and no liability or expense shall be incurred in excess of the amount duly appropriated or authorized. Said Council shall have the management of such lands as may be designated by the Board of Trustees for the use of the College.

3. In making appointments in the College of Agriculture the University assumes no responsibility for salaries in excess of appropriations received from time to time from the State of New York or the Federal Government, for the maintenance of said college, and in notifying appointees the Secretary of the Board of Trustees shall call their attention to this section.

4. The Dean is authorized to make purchases for the College and its departments to the amount appropriated by the Board of Trustees and to the amount of receipts from circulating funds but no purchase shall be made or indebtedness created in the name of the College in excess of the amount duly appropriated and authorized.

ARTICLE XII. THE UNIVERSITY LIBRARY.

1. The general care and supervision of the University Library is entrusted to a Library Council. This Council shall consist of the Presi-

dent of the University, who shall be ex-officio Chairman of the Council, the Librarian, or, in his absence, the Acting Librarian, and five elected members, one of whom shall be elected by the Committee on General Administration and two by each of the two groups of Professors and Assistant Professors hereinafter specified who shall be convened by the President in a special meeting for that purpose. Elections shall take place annually as near the beginning of the collegiate year as may be practicable. Persons elected shall hold office for two years or until their successors are chosen.

2. The two groups of Professors and Assistant Professors for the election of members of the Council shall be constituted as follows, viz: (A) Those members of the Faculty who give instruction in the Group of Sciences represented by the departments of Agriculture, Architecture, Civil Engineering, Mechanical and Electrical Engineering, Mathematics, Physics, Chemistry, Physical Culture, Military Tactics, and the several branches of Natural History. (B) Those members of the Faculty who give instruction in the Group of Letters represented by the departments of the several languages, of History and Political Science, and of Philosophy, Ethics, and Education. In each of these groups the election shall be by ballot, and the result of the ballot shall be communicated to the Committee on General Administration by the Secretary of the University Faculty. In case a member of the Faculty shall be a member of both groups, he may choose the group in which he will vote, and he may then vote and be voted for in that group and not in the other.

3. There shall be a Librarian, who shall be elected by the Trustees by ballot and who shall have such duties and powers as may be imposed upon him by the Trustees or by the Library Council within the powers possessed by it.

Article XIII. The Adviser of Women.

1. There shall be an Adviser of Women who shall be ex-officio a member of the University Faculty and she shall be equal in qualifications and rank to a full Professor. She shall have the general charge of the interests of women students, and advise them in regard to all matters, subject to the statutes and rules and regulations of the Trustees, and of the general and special Faculties. She shall make an annual report to the President in regard to the work of the year, and in regard to any changes which she may deem advisable.

Article XIV. The Summer Session.

1. A Summer Session of the University is established, in which, instruction shall be offered as shall be duly authorized.

2. The primary object of such Summer Session shall be to furnish instruction to teachers in high schools and academies, but this aim shall not exclude provision also for the instruction of college professors and university students and others who are qualified to take the instruction. But said session shall not be used as a school to prepare students for entering the University.

3. Instruction in said Session shall be of university grade and in general shall be entrusted to professors and not to the subordinate members of the Faculty.

4. A Director of the summer session shall be appointed by the Trustees on the nomination of the President. He shall be its executive officer and shall be responsible for the conduct of its work and shall make each year a report to the President on the condition and needs of the Session. Appointments to the teaching staff shall be made by the Board of Trustees, or the Committee on General Administration, on the nomination of the President and at such rate of compensation as may be established by the Trustees. But no member of the instructing staff of Cornell University shall be, either directly or indirectly, required to teach during the Summer Session and positions may be filled by the appointment of professors from other institutions provided always that satisfactory arrangements shall be made regarding University property for which heads of departments are now held responsible.

Article XV. Instructing Staff, Appointment, and Tenure of Office.

1. The President, all full professors, acting professors, and assistant professors of the higher grade shall be elected by the full Board of Trustees by ballot. When the Board shall receive from the President the nomination of a professor or assistant professor of the higher grade the Board shall proceed to confirm or reject such nomination, but such confirmation or rejection shall be by ballot, said ballot to be not by single open vote cast by any one person but by the ballots of all trustees voting, provided, however, that an appointment or re-appointment for a period not exceeding one year may be made without ballot.

2. There shall be two grades of assistant professors. Advancement from the first to the second grade shall not be made as matter of course, but only in the cases of those whose services are deemed to be of special value and whose ability, character, and scholarship justify the Board of Trustees in regarding them as qualified to become full professors here or elsewhere.

3. Subject to other provisions herein for the retirement and removal of members of the instructing staff, all appointments thereto shall be for the following periods respectively: In the Medical College

in New York City and in the State Colleges for one year; in all other colleges, in the case of full professors, for an indeterminate period unless otherwise specified at the time of appointment; in the case of assistant professors for the term of five years; and in the case of instructors and assistants, for one year, unless otherwise specified at the time of appointment and in any event for not more than two years; in the cases of lecturers for one year or for such period not longer than a year as is specified at the time. Members of said staff appointed for a definite period shall not hold over, but at the expiration of said period their connection with the University shall cease unless they be reappointed.

4. The term of appointment of every professor shall terminate, unless sooner ended, at the June commencement next following his sixty-fifth birthday, unless such birthday occurs between commencement and the opening of the fall term, in which case such term of appointment shall cease with such birthday, but if such birthday occurs during the first term of the University year, the professor shall have the right to retire at the end of such term, subject to the right of the University to continue the services of any professor in the performance of all or part of his former professorial duties for one or more years thereafter under such title and at such compensation as may be agreed upon.

5. If it becomes necessary to terminate the appointment of any professor before he arrives at the age of sixty-five, by reason of physical or mental infirmity (or other cause than misconduct) which renders him unable to perform satisfactorily some or all of his duties, the date of retirement shall be not earlier than the June commencement following the action of the Trustees in regard thereto. And in the event of retirement as last above specified before the age of sixty-five of some worthy professor who has faithfully served the University for many years, such professor thus retired may be retained to perform such duties as the President may direct and under such title and at such compensation and for such length of time as may be fixed by the Board of Trustees.

6. It shall be the duty of members of the instructing staff to give to their University work all of their time which may be necessary to a full and satisfactory discharge of their duties and they shall be subject to removal at any time for inadequate or unsatisfactory performance of their duties and for misconduct.

Article XVI. Leave of Absence.

Whenever any Professor, Acting Professor, or Assistant Professor has continuously served the University in one or more of such grades

for at least seven years he may, subject to the approval of the Board of Trustees, have leave of absence for not more than one year upon half pay or for one term upon full pay upon the following limitations and conditions :

1. Application for such absence must be made through the President prior to the term preceding the term during which absence is desired.

2. Not more than one absence from any department of instruction will be granted in any one year, and where more than one application from any department is made, precedence will be given in the order of seniority of service.

3. Arrangements for continuing the work of instruction in case of such application must be made without expense to the University beyond the full salary of the absentee.

4. Such a professor while remaining in Ithaca under a leave of absence as above provided shall not exercise the rights and duties of a professor in residence.

Article XVII. The William H. Sage Pension Fund.

1. This fund shall be designated "The William H. Sage Pension Fund," in honor of its founder, Mr. William H. Sage.

2. The beneficiaries of the William H. Sage Pension Fund shall be (a) all full professors of Cornell University retired under the statute fixing the age limit at sixty-five, excluding full professors in the Medical College in New York City and in the State or National Institutions at Ithaca or elsewhere for which Cornell University is responsible, and (b) the President of the University, the Comptroller, the Registrar, the University Librarian, the Treasurer, and the Superintendent of Buildings and Grounds.

3. The Fund shall be administered in accordance with the following regulations duly approved by the donor, to wit :

A. No person entitled thereto shall be admitted to the prospective benefits of this Pension Fund without formal application in writing, which application must be acted upon favorably by the Board of Trustees, or by the Committee on General Administration, subject to the ratification of the Board of Trustees.

B. The first condition of the enjoyment of any portion of the income of this Fund shall be the payment of annual contributions thereto on the part of the beneficiary, which contributions shall provide for one-fourth of the pension to be received.

C. For the present the total pension payment to each beneficiary shall be $750.00 per annum.

D. The annual contributions by the beneficiaries, to be paid in semi-annual installments, shall be as follows :

Age of beneficiary at date of application.	No. of payments Annual.	Annual payment.
30	35	$27
31	34	28
32	33	30
33	32	31
34	31	33
35	30	35
36	29	37
37	28	39
38	27	41
39	26	43
40	25	46
41	24	49
42	23	52
43	22	55
44	21	59
45	20	63
46	19	67
47	18	72
48	17	78
49	16	85
50	15	92
51	14	100
52	13	110
53	12	122
54	11	135
55	10	151
56	9	171
57	8	196
58	7	228
59	6	271
60	5	332
61	4	422
62	3	572
63	2	874
64	1	1778

The annual contributions of the beneficiaries to The William H. Sage Pension Fund as set forth in the preceding table shall be paid in two equal installments, to-wit: on the 15th of May and the 15th of December.

E. In case of the resignation, removal, or death before reaching the age of sixty-five years of any beneficiary who contributes to the

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2. In addition to students exempt under the charter of the University from the payment of tuition the following to the extent herein mentioned shall also be exempt from such payment of fees :

(A) Students pursuing full, special, and short courses in the State Agricultural and Veterinary Colleges who at the beginning of the college year are and for at least twelve months prior thereto have been bona fide residents of the State of New York, and graduate students pursuing graduate work in said colleges, shall be exempt from payment of tuition fees, provided, however, that no student shall be allowed to transfer from any such course to another course where tuition is charged without first paying the regular tuition fees for the hours for which he receives credit in the latter course.

(B) Members of the instructing staff registered in the Graduate School and having their major subject in the college or line of work in which they are instructing, or already having a degree and registered for work leading to the first degree in the college in which they are instructing, shall be exempt from the payment of tuition, and from the payment of laboratory and shop fees in the department in which they are employed to give instruction. Members of the instructing staff taking work for which they are not entitled to free tuition shall be charged tuition in proportion to the amount of work for which they are registered.

Article XIX. Fellowships and Graduate Scholarships.

1. There have been established at the University the following Fellowships and Graduate Scholarships :

(a) Thirteen University Fellowships, the administration of which is vested in the Faculty of the Graduate School, of which eight are and shall be denominated respectively, the Cornell Fellowship, the McGraw Fellowship, the Sage Fellowship, the Schuyler Fellowship, the Sibley Fellowship, the Goldwin Smith Fellowship, the President White Fellowship, and the Erastus Brooks Fellowship.

Said fellowships have been and are assigned, one to each of the following departments or groups of departments: Mathematics; Chemistry ; Physics ; Civil Engineering ; Neurology, Physiology, and Vertebrate Zoology (including Anatomical Methods and Human Anatomy and Microscopy, Histology, and Embryology) with Invertebrate Zoology and Entomology ; Botany, Geology, and Physical Geography ; Architecture ; Agriculture and Horticulture and Veterinary Science ; English ; Germanic Languages ; Romance Languages ; and two to Mechanical and Electrical Engineering.

(b) Two President White Fellowships, denominated, first, the President White Fellowship in Modern History, second, the President White Fellowship in Political and Social Science.

(c) Three Susan Linn Sage Fellowships in Philosophy.

(d) Two Fellowships in Economics.

(e) Two Fellowships in Greek and Latin.

(f) One Fellowship in American History.

(g) Six Graduate Scholarships in the Susan Linn Sage School of Philosophy.

(h) Ten graduate scholarships, which have been assigned, one to each of the following departments or groups of departments: Mathematics; Chemistry; Physics; Civil Engineering; Latin and Greek; Archaeology and Comparative Philology; Neurology, Physiology, and Vertebrate Zoology (including Anatomical Methods and Human Anatomy and Microscopy, Histology, and Embryology), with Invertebrate Zoology and Entomology; Botany, Geology, and Physical Geography; English; History.

The President White Fellowships in History and Political and Social Science shall have a cash value of $500 each and all other University fellowships a cash value of $400 each, and University graduate scholarships shall have a cash value of $200 each. In addition the holders respectively of such fellowships and scholarships shall be exempt from the payment of tuition fees. When a fellowship is temporarily made a traveling fellowship the cash value thereof shall be increased by an amount equal to the tuition fees from which exemption would have been enjoyed if the holder had remained at the University.

2. All candidates for fellowships and graduate scholarships must be graduates of this University, or of some other institution having equivalent courses of instruction, and must be of high character and marked ability in some important department of study.

3. Fellows and graduate scholars shall be selected by the Faculty of the Graduate School on the recommendation of those teachers giving graduate instruction in the subject or subjects to which the fellowship or graduate scholarship is assigned and under such conditions and regulations as may from time to time be prescribed.

4. Honorary Fellowships shall be open only to persons holding the degree of doctor and shall be conferred only upon persons in actual attendance upon the University. There shall be no emoluments attached to such fellowships except exemption from tuition and other fees except laboratory fees. Such fellowships shall be awarded by the Faculty of the Graduate School subject to the foregoing conditions, and any fellow may be dispossessed of his fellowship by said Faculty in like manner and for like cause as in the case of other fellowships.

Article XX. Undergraduate Scholarships.

1. There have been established by the University thirty-six Undergraduate Scholarships, each of the annual value of $200.00.

2. Four of said scholarships in each case are respectively designated as follows: The Cornell Scholarships; the Lord Scholarships; the McGraw Scholarships; the Sage Scholarships; the Sibley Scholarships; the President White Scholarships; the Horace Greeley Scholarships; the John Stanton Gould Scholarships; the Stewart L. Woodford Scholarships.

3. The scholarships shall be awarded subject to such conditions and regulations as may be prescribed from time to time by the University Faculty for the first two years of any course on the basis of excellence in special examinations held at the beginning of the freshman year.

4. No scholarship shall be awarded to any candidate who has not met the full entrance requirements or who is reported markedly deficient in any subject in which he is examined; and the right is reserved to fill fewer than eighteen scholarships in the absence of a sufficient number of duly qualified candidates.

5. The University Faculty shall fill all University Undergraduate Scholarships in accordance with provisions and regulations in respect thereto adopted by the Trustees, and it shall be the duty of the Faculty, through its Secretary, to certify to the Treasurer all appointments to such scholarships, immediately after such action has been taken.

Article XXI. Miscellaneous Provisions.

1. All graduates of the first degree, in any of the departments of Cornell University, and all persons who have been admitted to any degree higher than the first in the University shall be Alumni of said University, and as such shall be entitled to vote for Alumni Trustees under and in pursuance of the provisions contained in Chapter 763 of the Laws of New York passed in 1867, and the amendments thereto.

2. In addition to the powers and duties in the foregoing provisions conferred, the various persons, officers, faculties, and committees shall continue to exercise the powers and be subject to the duties heretofore enjoyed or imposed by usage, custom, and ordinary practice in so far as they are consistent with the positive legislation herein contained; and in so far as may be necessary and proper for carrying into effect these provisions.

3. These statutes may be amended at any meeting of the Board of Trustees, but only by the concurrent vote of a majority of the total membership of the Board.

RULES AND REGULATIONS.

ARTICLE I. THE FACULTY.

1. No degree shall be conferred until graduating fees and all dues to the University have been paid, or satisfactorily arranged; nor shall any Faculty grant an application for leave of absence unless such application is endorsed by the Treasurer, certifying that all dues have been paid or satisfactorily arranged. In order that there may be no delay, it is required that all candidates for graduation shall pay or satisfactorily arrange all accounts due the University, including graduating fees, at least ten days before the time for conferring degrees, but in case of failure to graduate the graduating fee will be returned.

2. All Faculties shall keep a complete record of their respective proceedings and general legislation may be printed at the expense of the University.

All officers of instruction are expected to be present for duty at the University from the beginning of each term to the close of the examinations; and at the end of the year, until the close of Commencement day. Officers of instruction below the grade of instructor are excused from attendance at the commencement exercises. Applications for absence of not more than seven days shall be made to the President, of more than seven days to the Committee on General Administration.

3. No member of the instructing staff shall, for his own profit or gain, engage directly or indirectly in the sale of materials to students of the University and no member of such instructing staff shall prepare examination questions for or pass upon an examination paper of any student to whom he has given private instruction.

4. The head of each of the different departments of instruction, shall, on or before the fifteenth day of June in each year, and as of that date, furnish to the Comptroller a full and true inventory of the personal property belonging to the University in his department or under his control, together with a list of all articles presented to the University during the year for the use of his department with the value of the same and the names of the donors.

5. No member of the instructing staff of the University shall assist directly or indirectly in the preparation of any competitor for a University undergraduate scholarship, or take any other action that might result in the slightest real or apparent advantage to one eompetitor over

another. The heads of the departments concerned shall be responsible for the secrecy of the examination questions and shall take special precautions during the process of typesetting and printing. Each examination shall be in charge of a professor or an assistant professor, and no person below the grade of instructor shall act as proctor or reader, or have access to the papers of the competitors.

6. No person shall be allowed to borrow or take away from their particular places in the University buildings, or their particular use on the University grounds, any property of the University without an order from the professor responsible therefor, or in his absence, an order in writing signed by the President, the Comptroller, or the Treasurer.

7. Every assistant professor and instructor shall act as examiner upon the written request of the head of the department wherein the examination is to be held.

Article II. The Medical College at New York City.

1. The Dean of the Medical College at New York shall make an annual report to the President on the conditions and needs of the College, and from time to time shall make such other reports and recommendations as may seem to be called for.

He shall make all requisitions against appropriations other than departmental appropriations, and shall certify all vouchers to be charged against the Medical College.

2. The Secretary of the Faculty shall perform the usual duties of a secretary. He shall be the medium of communication between the Faculty and students, and between the Faculty and the junior instructors and assistants, and he shall, subject to the direction of the Dean, conduct all the correspondence of the Faculty.

3. The Secretary of the Faculty shall keep a record of all applicants for admission to the Medical College matriculating with him and three days after the close of such matriculation day, shall make and certify a list of all students matriculated, in triplicate, giving full names, and, as far as possible, home and city addresses, and transmit one copy thereof to the Registrar of Cornell University, one to the Treasurer of Cornell University, and one copy to the Clerk of the Cornell University Medical College.

Any student or students matriculating after matriculation day shall be reported immediately to the Registrar, the Treasurer of the University, and the Clerk of the College, and the names shall be added to the matriculation list for the year.

4. A Clerk of the Cornell University Medical College shall be appointed by the Board of Trustees, or its Committee on General

Administration. He shall be under the control of and immediately responsible to the Dean of the College; he shall keep the general accounts of the College, and all accounts with the students; collect tuition fees, laboratory and other dues, under such rules as may be prescribed, and pay all moneys collected, to the Treasurer of Cornell University, in such manner as may from time to time be prescribed by the latter, accompanied by a statement showing from whom collected, and upon what account, *i. e.*, tuition, laboratory, or other dues; he shall transmit to said Treasurer ou February 1st and on July 1st of each year a balance sheet of the books of the Medical College in such form as said officer may prescribe; he shall make all contracts and purchases for the Medical College, as prescribed below under the head of purchases; he shall, by and with the advice and approval of the Dean of the College, engage, superintend, and dismiss all janitors and other servants, and shall, under the Dean, have general charge of the buildings and equipments of the College, and see that they are at all times kept in repair and properly cared for.

5. Said Clerk shall on the 1st and 15th of each month transmit all bills against the College, properly certified and audited, in accordance with regulations now or hereafter established, to the Treasurer of Cornell University for payment, provided, however, that the Treasurer of Cornell University be and he is authorized in his discretion to keep on deposit with the Dean of said Medical College, a sum not exceeding $500, which the Dean of said Medical College may hold in his private account, as a petty cash account, for use in the payment of urgency bills, not exceeding $10 each, vouchers for bills so paid to be perfected in the regular manner, and forwarded to the Treasurer of Cornell University, duly receipted, on the 1st and 15th of each month.

6. Heads of departments, or the Secretary of the Faculty acting at their request, shall, at the beginning of each year, certify in duplicate, a list of all students in their respective departments, chargeable with laboratory dues, or other dues, and of deposits to secure the same, and shall send one copy of such list to the Treasurer of the University, and one copy to the Clerk of the Cornell University Medical College, and in case any student so certified as being subject to laboratory dues or other fees or deposit, shall fail within ten days from the filing of such list with the Clerk of the College to present to the head of such department the Clerk's receipt for the amount for which he is liable, such student shall be excluded from work in that department until satisfactory arrangement for the payment of dues shall have been made.

Heads of departments shall exclude from all work in their departments any student who shall be reported by the Clerk of the College as in default in payment of tuition or other dues.

7. The Dean of the College shall make requisition on the Clerk for all purchases and expenses chargeable to appropriations, other than departmental appropriations, and shall audit all bills against these appropriations.

Heads of departments shall make requisition on the Clerk for all purchases and materials to be purchased for their departments within the appropriations made to their respective departments, and shall audit all bills to be charged to their departments, which bills shall also be certified by the Dean of the College.

No purchases shall be made or indebtedness created for or on account of the Cornell University Medical College, until after an appropriation therefor has been made by the Board of Trustees of Cornell University, nor shall any purchases be made or indebtedness created except upon an order from the Clerk of the College.

8. A form of contract shall be adopted and execution thereof required by the physician in charge of the X-ray laboratory by all adult patients receiving X-ray treatment and by parents and guardians in the case and on behalf of minors, relieving and releasing the University and said Medical College from liability on account of said treatment.

9. Members of the instructing staff shall be permitted to give post-graduate instruction to students registered in the College and their compensation shall be the amount of the tuition fee, which in each case shall be twenty-five dollars ($25.00).

10. The laboratory fees in said College shall be as follows:

1st year	$35.00
2nd year	30.00
3rd year	30.00
4th year	25.00

No laboratory fees shall be remitted because of previous instruction elsewhere in the subject. The fee for each special course shall be $25, except in dissection where the fee shall be $15, a laboratory fee.

11. Each student in the first three years shall be required to deposit with the Clerk $10 each year on account of breakage, and if the amount charged for breakage is less than $10 the difference will be returned at the end of each year. All tuition and laboratory fees shall be payable in advance, but the clerk, in the case of students unable to pay, is authorized to accept not less than $50 in advance, on condition that the remainder be paid not later than January 1st next ensuing.

Article III. The Library.

1. It shall be the duty of the Library Council annually to apportion the funds available for the purchase of books among the various departments of instruction in such manner as may best accord with the

interests of the University. After the apportionment of the book funds each year shall have been made by the Library Council the Comptroller shall have authority, unless otherwise instructed, to purchase books approved by the Council, not exceeding the amount of the appropriation available therefor, but no subordinate shall be employed, salaries paid, or expenses of any kind incurred which shall not first have been approved by the Committee on General Administration, and after an appropriation has been duly made therefor. All business of a financial character shall be transacted through the Comptroller of the University.

2. The duties of the Librarian shall be to have charge of the internal administration, and be responsible for the proper care, of the Library, to keep it in complete working order for the use of professors, students, and others entitled to use it; to conduct its correspondence; to make an annual report to the President of its condition, and of all additions to it; and to perform such other duties as may be imposed upon him from time to time by the Trustees.

3. The Librarian shall have power to approve orders, signed by professors at the head of departments, for ordinary working books, but all orders for costly or otherwise exceptional books shall be referred to the Library Council for approval.

4. Subject to the approval of the Library Council and of the Committee on General Administration, the selection and purchase of books in the fields of study to which the President White Library is specially devoted, in accordance with the resolutions of the Trustees of the University adopted January 19, 1887, are entrusted to a body consisting of the President of the University, ex-officio, Ex-President White, the Librarian of the University, the Librarian of the President White Library, ex-officio, and one representative to be chosen by the Library Council from the special faculty of History and Political Science.

5. The fields of study in which the selection and purchase of books for the President White Library may be made shall be interpreted to be: (1) General History and the sciences auxiliary to history (as geography, chronology, palaeography, diplomatics, numismatics, archaeology): (2) Ancient History, Oriental and European; (3) Mediaeval History, political, social, and ecclesiastical; (4) Modern History of the Old World.

Article IV. Tuition and Other Fees.

1. At the beginning of each term all students except those enrolled in the short winter course in agriculture are required to obtain a certificate of registration from the Registrar of the University and no student will be permitted to attend any University exercise until he

has obtained such certificate. In cases where time is necessary in order to secure proper credentials of admission, provisional registration for a limited period may be issued by the Registrar on the request of the proper college authority. Except as otherwise expressly provided, students on registering in the University become liable for payment of tuition and fees for the term.

2. The annual tuition and fees for students not exempt from payment thereof are hereby fixed as follows:

Tuition for the academic year $150; tuition for the third term in Agriculture $75.

Tuition for students registered in the Summer Session $30 and for those enrolled in the short winter course in Agriculture $25.

3. Students registering after December 1st or April 1st, shall pay for the remainder of the current term two-thirds of the tuition fixed for the full term.

Students registering in the Summer Session after completion of the first three weeks thereof shall pay two-thirds of the tuition fixed for the full session.

4. Except as otherwise provided, graduate students in the University shall be charged tuition at the rate charged in the college in which the major subject is taken, and in the case of graduate students taking no major subject the tuition shall be fixed at the rate charged in the college where two-thirds of the work is done.

5. Shop and laboratory fees shall be charged in such amounts and shall be payable in such manner and at such times as have been or may be fixed by the Board of Trustees.

6. A matriculation fee of $5.00 shall be charged to all students on entering the University. A fee of $5.00 shall be charged to each person registering for the first time in the University Summer Session. Each person receiving a first degree from the University shall pay therefor a fee of $10, except in the Medical College in the City of New York, where such fee shall be $25, and each person receiving an advanced degree shall pay therefor a fee of $20. Such graduation fee shall be collected by the Treasurer at least ten days before the conferring of the degree.

All fees due from a student must, unless specifically waived, be paid before he shall receive his degree.

7. No student shall receive the master's degree who has not paid tuition for at least one full year, and no one shall receive the doctor's degree who has not paid full tuition for at least three years, unless one or more of the years spent in study for the doctors's degree shall have been spent in graduate study at another university.

8. Tuition at Ithaca shall be payable as follows:

$85 thereof at the beginning of the first term and $65 thereof at the beginning of the second term;

In the short winter courses and in the Summer Session, tuition and fees shall be due on the first registration day and must be paid within five days thereafter.

9. If students in the Summer Session or short winter courses in the College of Agriculture shall withdraw within five days after the first registration day for the session or course, or if a student in any other course or department than those last mentioned shall withdraw from the University within twenty days after the first registration day for a term, any tuition paid by him or liability incurred therefor may for reasons satisfactory to the Comptroller and Registrar be refunded or cancelled.

10. On application at the time of withdrawal a student in the Summer Session withdrawing within two weeks from the first registration day for such session, or a student in the winter course in the College of Agriculture withdrawing within four weeks from the first day of registration for said course, or a student in the Medical College in New York withdrawing before December 1st, or a student in any other department withdrawing not later than November 15th in the first term or April 1st in the second term, may, for reasons satisfactory to the Comptroller and the Registrar, or in the case of the Medical College in New York, to the Dean thereof, have refunded to him one-half of the tuition paid by him for said session, course, or term.

Article V. Fellowships and Graduate Scholarships.

1. All applications for Fellowships and Graduate Scholarships must be filed with the Dean of the Graduate School on or before the 15th of March of the collegiate year preceding the year for which the application is made. Blank forms for application may be obtained from the Dean.

2. The term of each fellowship and graduate scholarship shall be one year, but this term may be extended to two years, providing the extension does not increase the number of fellows and graduate scholars beyond that named in paragraph 1 of Article XIX of the Statutes.

3. The moneys due on fellowships and graduate scholarships shall be payable at the office of the Treasurer of the University in six equal installments, on October 15, December 1, January 15, February 15, April 1, and June 1.

4. No person shall hold at one time more than one fellowship or graduate scholarship, except in the case hereafter specified under paragraph 9 of these rules, and any fellow or scholar may be dispossessed of the income of the fellowship or graduate scholarship by action of the Faculty of the Graduate School, if guilty of any offense or of any course of conduct which in the opinion of said Faculty shall

render the holder unworthy of retaining such fellowship or graduate scholarship, but final action in such cases by the Faculty shall be by ballot, and shall require a two-thirds vote of those present.

5. Vacancies in fellowships and graduate scholarships which occur after October 1st, shall be filled only by a three-fourths vote of the Faculty present.

6. Every person elected to a fellowship or graduate scholarship shall be required, upon accepting his appointment to file a bond in an amount equal to the yearly value of such fellowship or graduate scholarship (with two sureties to be approved by the Comptroller), conditioned upon the repayment to the University in case of failure to complete the term for which he was appointed of any sums which he may have received.

7. In all cases where fellowships and graduate scholarships are not awarded, or where, from any cause, the income of one or more fellowships or graduate scholarships shall cease to be paid, or where the aggregate sum paid to the holders shall be less than the amount contemplated by this act, the surplus thus accruing shall be covered into the general income account at the close of the year.

8. Either or both of the President White Fellowships in History and Political Science may, in the discretion of the Faculty of the Graduate School, be made traveling fellowships for the purpose of study and investigation, the holder thereof making from time to time to said Faculty such reports of progress as may be required. In such case there shall be added to the regular value of the fellowship an amount equal to the amount of the tuition fee from which said fellow would have been exempt if remaining at the University. In case of a student of very exceptional ability and promise in the fields of either of these fellowships, the two fellowships may, in the discretion of said Faculty, for the sake of enabling very thorough research, be combined for a single year into one.

9. Upon the recommendation of the Faculty of the Graduate School, a University fellowship may be divided for a single year into two graduate scholarships, the value of each to be one-half of that of the divided fellowship. No fellowship shall be thus divided oftener than once in two years.

Article VI. Undergraduate Scholarships.

1. The holder of a University undergraduate scholarship shall forfeit his rights thereto in case he shall, during incumbency, change the course in which he registered at the time of receiving the award, unless the records of admissions shall show that, at the time of the holder's admission to the University, all the subjects required for admission to the course last chosen were passed. All candidates

must state before the scholarships are awarded what course they intend to pursue.

2. Any person shall be debarred from competition for these scholarships who shall have participated in any previous competition for the same or shall have been previously registered as a student in this University, or in any other university or college.

3. Any such scholarship shall be forfeited at any time in case two-thirds of the University Faculty present at any meeting, notice of such proposed action having been given at the last preceding meeting of said Faculty, shall decide that the holder thereof has been guilty of negligence or of failure to maintain a high standard of scholarship, or of conduct of any kind that is unbecoming a scholarship holder.

4. Whenever any of these scholarships shall for any reason become vacant, the vacancy shall be filled as the University Faculty may determine.

5. The moneys due on these scholarships shall be paid at the office of the Treasurer of the University in two equal payments, on the 15th of February, and the 15th of June, upon the certificate of the chairman of the scholarship committee that the record of the holder is satisfactory.

6. Special fellowships, scholarships, and prizes shall be governed by, and administered in accordance with the terms of the gift or donation.

Article VII. Miscellaneous Provisions.

1. The Comptroller is authorized and directed at the close of the fiscal year, to add to the appropriations of special funds any actual income received in excess of the amount appropriated at the beginning of the year.

2. In the case of teachers and others with regular employment during the major part of the day, who desire to do special work in the University during the limited time at their disposal, the matter of adjusting the amount of tuition to be paid is referred to the Comptroller and Registrar with power.

3. The sale of refreshments, papers, or merchandise on the campus, outside of the buildings, is prohibited, except on permit to be issued by the Comptroller.

4. The University Calendar shall be governed by the following rules:

The first day of instruction shall be the last Thursday in September and Commencement shall be on Wednesday of the thirty-eighth following week.

The year shall consist of two terms, each of one hundred session

days, including instruction days and days given to the examination period known as block week, but not including Sundays or vacations.

Vacations shall be as follows : Thanksgiving Day ; at Christmas an average of eleven week days ; Founder's Day ; Junior week, three days following block week, the third day, Saturday, being Registration day for the second term ; spring vacation, four week days beginning on a Thursday near the 1st of April ; Navy and Spring Day, the Saturday nearest the 30th of May.

5. Subject to the water and power needs of the University, the Hydraulic Laboratory is in charge of the College of Civil Engineering, but the Dean of the College of Civil Engineering shall provide reasonable opportunity for the use of the Hydraulic Laboratory by other departments of the University.

INDEX

References are to pages.

Adviser of Women, 15.
Agricultural College:
  1, 2. Agricultural College Council, 14.
  3. Appointments and salaries, 14.
  4. Purchases, 14.
Alumni, 23.
Alumni Trustees, 23.
Amendment of Statutes, 23.
Appropriations limited to income, 4.
Assistant Professors, 16.
Attorney of the University, 7.
Audit and payment of bills of Medical College at New York, 26.
Audit of Accounts, 4.
Auditor, 6.

Bonds:
  Comptroller, 6.
  Treasurer and Assistants, 8.
  Fellows and Graduate Scholars, 31.
Buildings and Grounds Committee, 4.

Calendar of the University, 32–33.
Clerk of the Medical College at New York, 26.
Comptroller:
  1. General duties, 5.
  2. Annual report, 5.
  3. Execution of legal instruments, 6.
  4. Bond, 6.
  5. Purchases, 6.
  6. To discharge and assign mortgages, 6.
  7. To sign checks and receipts, 6.
  8. To designate auditor, 6.
  9. Investments, 7.
Customary powers and duties, 23.

Dean of Medical College at New York, 12, 25.
Deans:
  1. Appointment, 11.
  2. General duties, 11.
  3. Special duties, 11.
  4. Dean of College of Arts and Sciences and Dean of Graduate School, 11.

Degrees, 1, 5, 24.
Departments and Colleges, 1.

Election of Professors, 16.
Examinations for undergraduate scholarships, 24-25.
Examiners, 25.
Executive Officers of the University, 2.
Expenses of Trustees, 4.
Expenses of candidates for appointment, 7.

Faculties:
1. Departments and courses of study, 8-9.
2. Enumeration of the faculties and their general duties, 9.
3. Constitution and powers:
   A. University Faculty, 9.
   B. Special faculties, 9-10.
   C. Graduate School Faculty, 10.
4. Secretaries and committees, 10.
5. Consultation committees to meet with the standing committees of the Board of Trustees, 10.
6, 7. Representatives of the University Faculty on the Board of Trustees, 10-11.

Faculty: *Rules and Regulations:*
1. Fees to be paid by students before receiving degrees or leave of absence, 24.
2. Record of proceedings to be kept, 24. Temporary leave of absence, 24.
3. Tutoring and sale of material to students, 24.
4. Inventory of University property, 24.
5. Examination for undergraduate scholarships, 24.
6. Removal of University property, 25.
7. Examiners, 25.

Faculty. *See also* Instructing Staff.
Fees: Medical College at New York, 26, 27.
Fees. *See also* Tuition and other fees.
Fellowships and Graduate Scholarships:
1. List and statement of cash value of each, 21-22.
2. Candidates, 22.
3. Selection by Faculty of Graduate School, 22.
4. Honorary fellowships, 22.

Fellowships and Graduate Scholarships: *Rules and Regulations:*
1. Applications, 30.
2. Term of incumbency, 30.
3. Payments, 30.
4. Dispossession for cause, 30-31.

5. Vacancies, 31.
6. Bonds to be given, 31.
7. Surplus income, 31.
8. Traveling fellowships, 31.
9. Division of fellowships, 31.
Finance Committee, 3.

General Administration Committee, 2.
Graduate Scholarships, 21–22.
Graduate School Faculty, 10.
Graduate Students: Tuition, 29.
Graduation Fees, 24, 29.

Honorary Fellowships, 22.
Hydraulic Laboratory, 33.

Income of Special Funds, 32.
Instructing Staff, Appointment and Tenure of Office.
1. Election of president, professors, and assistant professors of higher grade, 16.
2. Grades of assistant professors, 16.
3. Tenure of office, 16.
4. Retirement on reaching age limit, 17.
5. Retirement by reason of infirmity, 17.
6. Removal for cause, 17.
Instructing Staff: Duties, 24.
Inventories, 24.
Investments, 7.

Laboratory Fees, 29.
Leases of lots on Campus, 20.
Leave of Absence, 17–18:
1. Applications for leave of absence, 18.
2. Not more than one leave of absence to be granted in any department, 18.
3. Instruction to be continued without expense to the University, 18.
4. Professors on leave not to exercise rights and duties of professors in residence, 18.
Leave of Absence: Students, 24.
Librarian, 15, 28.
Library:
1. Library Council, 14.
2. Elections of faculty members of the Council, 15.
3. Librarian, 15.

Library: *Rules and Regulations:*
1. Financial administration, 27–28.
2. Duties of the Librarian, 28.
3. Purchase of books, 28.
4, 5. President White Library, 28.
Loomis Laboratory, 13.

Matriculation Fee, 29.
Matriculation in Medical College at New York, 12, 25.
Medical College at New York:
1. Medical College Council, 12.
2. Dean, 12.
3. Matriculation of students, 12.
4. Loomis Laboratory, 13.
Medical College at New York: *Rules and Regulations:*
1. Duties of the Dean, 25.
2. Duties of the Secretary, 25.
3. Matriculation of students, 25.
4. Duties of the Clerk, 25–26.
5. Audit and payment of bills, 26.
6. Fees and dues, 26.
7. Requisitions and purchases, 27.
8. X-ray treatment. Release from liability, 27.
9. Post-graduate instruction, 27.
10. Laboratory fees, 27.
11. Deposits for breakage; Payment of fees, 27.
Miscellaneous Statutes:
1. Alumni, 23.
2. Customary powers and duties, 23.
3. Amendment of Statutes, 23.

New York State College of Agriculture. *See* Agricultural College.
New York State Veterinary College. *See* Veterinary College.

Officers of Instruction. *See* Instructing Staff.

Peddling on Campus, 32.
President:
1. Offices, 4.
2. Medium of communication between Trustees and Faculty, 4.
3. Duties, 4–5.
4. Annual Report, 5.
5. Supervision of Official Publications, 5.
6. Execution of legal instruments and granting of degrees, 5.
7. Traveling expenses, 5.
President White Library, 28.

Prizes: Rules and Regulations, 32.
Professorial Pension Fund. *See* William H. Sage Pension Fund.
Property of the University not to be removed without permission, 25.
Purchases to be made by Comptroller, 6.

Records of Proceedings of Faculties, 24.
Refund of Tuition, 30.
Registrar, 12.
Registration, 28.
Requisitions and Purchases: New York Medical College, 27.
Retirement and Removal of Professors, 17.
Rules and Regulations, 24-33.
Rules and Regulations: Miscellaneous provisions:
1. Income of special funds, 32.
2. Tuition for special work, 32.
3. Peddling on Campus, 32.
4. Calendar of the University, 32.
5. Hydraulic Laboratory, 33.

Sabbatical Year. *See* Leave of Absence.
Sale of materials by Instructing Staff, 24.
Sales on Campus, 32.
Secretary of Medical Faculty at New York, 25.
Secretary of the University, 12.
Shop Fees, 29.
Short Winter Courses in Agriculture: Tuition, 29, 30.
Special Faculties, 9-10.
Special Funds: Income, 32.
Special Work: Tuition, 32.
Statutes, 1-23.
Summer Session:
1. Summer Session established, 15.
2. Object of the Summer Session, 16.
3. Instruction of university grade, 16.
4. Director and teaching staff, 16.
Summer Session: Tuition, 29-30.
Superintendent of Buildings and Grounds, 8.

Tenure of Office, 16.
Treasurer:
1. Powers and duties, 7.
2. Expenses of candidates for corps of instruction, 7.
3. Discharge and assignment of mortgages, 7.
4. To sign checks, 8.

5. To receipt for federal and state funds, 8.
6. Bonds, 8.
7. Miscellaneous duties, 8.
Trustees :
1. Powers and duties, 1.
2. Quorum, 1.
3. Meetings, 1.
4. Officers of the Board, 2.
5. Executive Officers of the University, 2.
6. Standing Committees :
A. General Administration, 2–3.
B. Finance, 3.
C. Buildings and Grounds, 4.
7. Expenses, 4.
8. Appropriations limited to income, 4.
9. Annual audit of accounts, 4.
Tuition :
1. General rules, 20.
2. Exemptions :
A. In the State Colleges, 21.
B. In the Graduate School, 21.
Tuition and other Fees : *Rules and Regulations :*
1. Registration, 28.
2. Regular tuition fees, 29.
3. Tuition in case of late registration, 29.
4. Graduate students, 29.
5. Shop and laboratory fees, 29.
6. Matriculation and graduation fees, 29.
7. Tuition for master's and doctor's degrees, 29.
8. Payment for tuition at Ithaca, 29–30.
9, 10. Refund of tuition on withdrawal from the University, 30.
Tutoring by Instructing Staff, 24.

Undergraduate Scholarships :
1. Number and value, 22.
2. Designations, 23.
3. Conditions and regulations, 23.
4. Only duly qualified candidates to be appointed, 23.
5. Appointments to be made by the University Faculty, 23.
Undergraduate Scholarships : *Rules and Regulations :*
1. Forfeiture for change of course, 31.
2. Competitors, 32.
3. Forfeiture for negligence or misconduct, 32.
4. Vacancies, 32.

5. Payments, 32.
6. Special fellowships, scholarships, and prizes, 32.
University :
1. Departments and colleges, 1.
2. Degrees, 1.
University : Executive officers, 2.
University Faculty, 9.
University Faculty : Representatives on Board of Trustees, 10.
University Library. *See* Library.

Vacations, 33.
Veterinary College :
1. Veterinary College Council, 13.
2. Powers, duties, and meetings of the Council, 13.
3. Appointments and salaries, 13.
4. Purchases authorized, 13.

William H. Sage Pension Fund :
1. Name of Fund, 18.
2. Beneficiaries, 18.
3. Regulations :
   A. Applications, 18.
   B. Contributions by beneficiaries, 18.
   C. Amount of pension, 18.
   D. Table showing annual contributions by beneficiaries, 19.
   E. Repayment of contributions in case of resignation, removal, or death, 19.
   F. Repayment of balance of contributions that exceed total pension payments, 20.
   G. These rules subject to amendment, 20.
4. Pensioners not liable to termination of lease of lots on Campus, 20.

X-Ray Treatment : Release from liability, 27.